



Indiana Office of Community and Rural Affairs

COVID-19 Response Program

Phase III Overview

Agenda

- Introductions
- Application Process
- Program Guidelines
- Scoring
- Eligible Activities
- Q & A



Introductions



Denny Spinner,
Executive Director, OCRA



Eric Ogle,
CDBG Program Director, OCRA

COVID-19 Response

Beginning in April, OCRA was one of the first agencies to begin to address COVID-19 impact on Indiana communities:

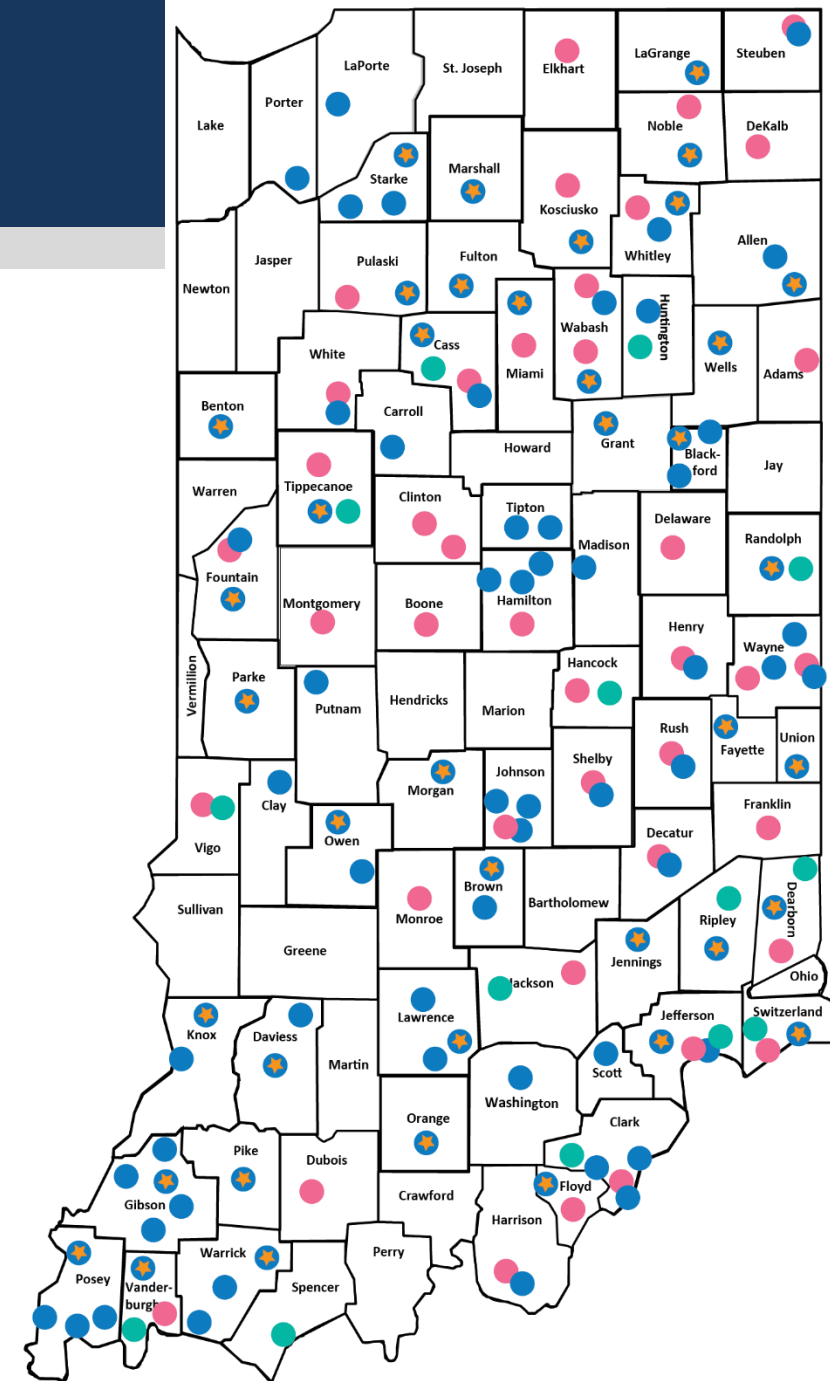
COVID-19 Response Grant: Awarded **112 grants** totaling more **than \$20.9 million**

- Number of Businesses: **1,744** *
- Number of Jobs: **9,572** *

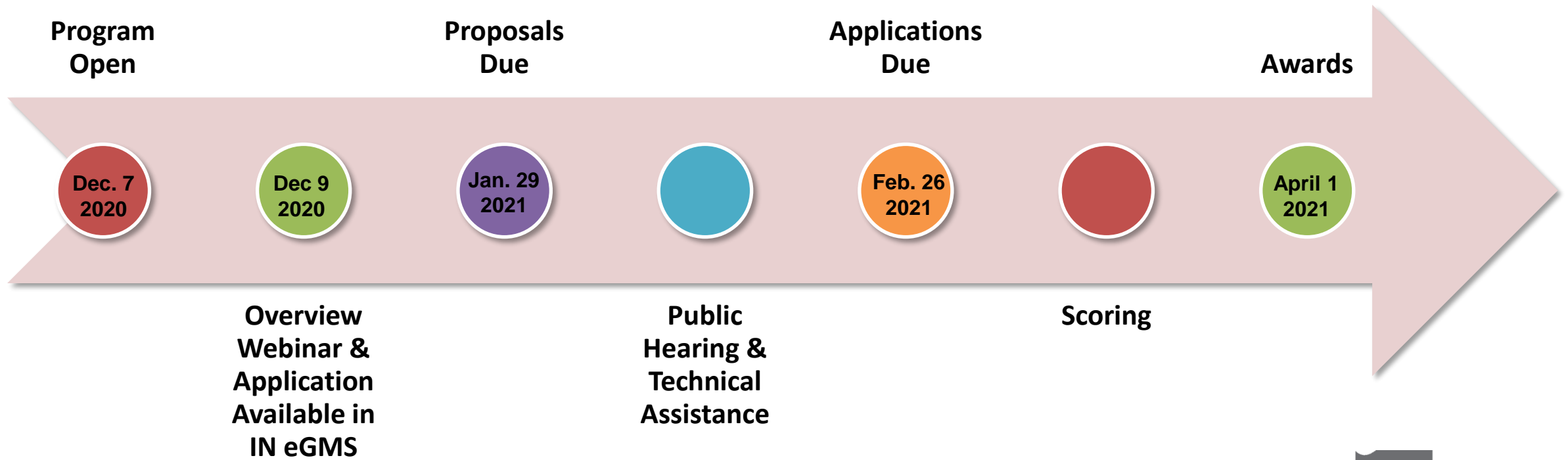
*based on data submitted by communities to OCRA as of 12/4/2020

Programs Key:

- ★ COVID-19 Response Grant (County)
- COVID-19 Response Grant
- Taking Care of Main Street Grant
- Hometown Business Preservation Initiative



Application Process



General Program Guidelines

- Open to both non-entitlement and entitlement communities
- Eligible applicants are towns, cities, or counties
 - Unincorporated areas must apply through the county they reside
- Maximum grant amount is \$250,000
- If the lead applicant has previously received any CDBG funds through OCRA or the Indiana Housing and Community Development Authority (IHCDA), the applicant must **NOT** have:
 - any unresolved monitoring/audit findings;
 - any overdue grant reports or closeout documents; or
 - **a COVID-19 Response grant that has not received Release of Funds**

National Objective

Applications must meet one (1) of the following National Objectives:

- LMI Area Basis – Activity benefits a defined area in which at least 51% of residents are LMI
 - Using Census Data or an already completed Income Survey
- LMI Limited Clientele – Activity benefits a defined group of which at least 51% are LMI
 - Presumed Classes – Senior Citizens, Migrant Farmworkers, Abused Children, Battered Spouses, Handicapped Adults, Homeless, Illiterate Adults, or Persons with AIDS
 - Income verification (require at least 3 months of data)

National Objective (Conti.)

LMI Job Retention – Activity retains permanent jobs of which at least 51% are held by made available to LMI persons

- Community agrees to make awards that must meet 51% LMI requirement
- LMI % determined by use of either FTE calculation or CDBG CV Economic Recovery Form
- If awarded, communities must get OCRA approval before making awards to businesses
- Contact Abby Chapman at abchapman@ocra.in.gov with questions



Grant Administration

- Use of a Certified Grant Administrator is not required
 - Communities that do not use a Grant Administer should understand that CDBG is a complex program and significant time will be required to work on administration
- A maximum of 2.5% of the grant amount can be used for administration
 - Reasonable and eligible costs associated with administering the grant
 - For this program that includes environment review and labor standards costs
 - Cap applies to any funding source
- Procurement for any professional service must follow the federal procurement regulations regardless of source of funds

Public Hearings

- Two (2) public hearings are required:
 - First hearing must happen between proposal and application
 - For those awarded, second hearing must be complete before submission of the request for closeout
- Both hearings require public notice of 10 days with the hearing occurring on or after the 11th day from when the notice was published
- Hearings must follow the guidance from the Public Access Consoler available at the time of the hearing
 - Currently guidance allows for virtual hearings

Scoring

DATA BASED FACTORS (120 POINTS):

- LMI % via Census Data – 60 pts; 1% = 1pt
 - Based on Census data or an already completed Income Survey
- Local Match – Points for % of local funds to grant request - 10 pts
- Weekly Continued Unemployment Claims for the County – 30 pts
 1. Less than 500 – 0 pts
 2. 500-999 – 5 pts
 3. 1000-1999 – 10 pts
 4. 2000-2999 – 15 pts
 5. 3000-3999 – 20 pts
 6. 4000-5000 – 25 pts
 7. More than 5000 – 30 pts
- Focus on disadvantaged population; or for economic development activities, Minority-, Women-, or Veteran-Owned Business – 10 pts
- Regional Collaboration – Multiple communities coordinating or supporting an activity – 10 pts
 - i.e., multiple communities applying to support a regional food bank or regional loan program

Scoring

DESIGN/DEVELOPMENT FACTORS (180 POINTS):

A maximum of 180 points awarded according to the evaluation in three areas:

- **Description** – 40 points
- **Need** – 70 points
- **Financial Impact and Management** – 70 points

These points are awarded by consensus of a scoring committee that will evaluate each application using the following questions. Applicants are encouraged to contact their Community Liaison for technical assistance that could increase the application's competitiveness.

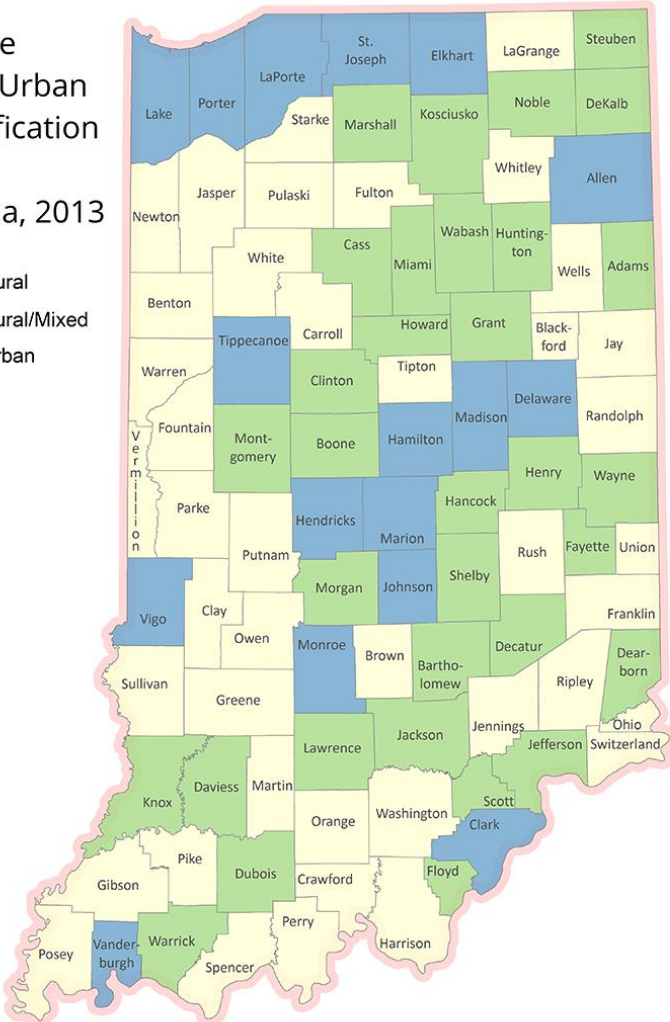
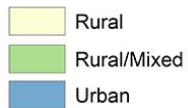
DESCRIPTION	40
Application and Selection Process	30
Is there a detailed, easy to understand description of the activity and any related processes?	20
Are there clear and measurable desired outcomes for the activity?	10
Activity History	10
Is the history of the activity summarized with key dates identified? If the activity is new, is there a clear summary of the development process?	10
NEED	70
Impact of COVID-19 on the Community, in General	20
Is there an overview of how the community, in general, has been impacted by COVID-19?	20
Impact of COVID-19 on the Community's Residents and Businesses	35
Does the community clearly outline how the CDBG funds will help address the impact of COVID-19?	20
Is there a summary of the efforts made by the community to counter the impacts on residents?	10
Is supporting documentation provided detailing the impact and efforts?	5
Impact of CDBG Funds if Awarded	15

BONUS POINTS (10 Points)

- 5 points for Rural/Mix
- 10 points for Rural.

Purdue
Rural/Urban
Classification

Indiana, 2013



Eligible Activities

Public Services, provide one of the following:

- New or expanded Mental Health Services with focuses on:
 - Domestic violence/abuse services
 - Substance abuse treatment and recovery services
 - Suicide prevention
 - Other general mental health services
- New or expanded Child Care services
- New or expanded public WiFi locations
- Expanded food bank or pantry services
- Establish a Subsistence Payment Program

Economic Development

- Grants to businesses for use as working capital to retain jobs held by LMI persons and continue operations
 - (Job retention only)
- Loans to businesses as short-term working capital to retain jobs held by LMI persons and continue operations
 - (Requires an existing Revolving Loan Fund or similar financial instrument)

Mental Health Services

Provide new or expanded Mental Health Services with focuses on:

- Domestic Violence and Abuse Services
- Substance Abuse Treatment and Recovery services
- Suicide Prevention
- Other general mental health services (Anxiety, Depression, etc.)

Why? - COVID-19 has hit everyone hard with untold human costs due to:

- Isolation and Separation from family and friends
- Job or Income Loss
- Housing Instability
- Decrease Physical Health

Child Care Services

Provide new or expanded child care services

- Operating costs such as leases, utilities, payroll, etc
- Can be used to help existing services return to pre-COVID levels
- Short-term in nature

Why? – Help individuals that are not able to return to work due to lack or limited child care.



Public WiFi



Provide new or expanded public WiFi service

- Costs of equipment or service
- Must be located in a location of easy access to the general public
- Can not be used to provide WiFi to local government operations
- Partnerships with broadband providers are encouraged

Why? – Those that do not have access to broadband internet are not able to access online learning, telehealth, online assistance programs, etc.

Food Bank or Pantry Services

Expand food bank or pantry services

- Operating costs (rent, utilities, payroll, food, etc)
 - Cannot be used to purchase equipment
 - Can be used to lease equipment
- Must partner with an existing bank or pantry
- Increasing capacity of food provided or people served counts as expansion

Why – Communities continue to see an increase in the demand for food pantry services related to the loss of jobs due to COVID-19



Subsidence Payments

Establish a Subsidence Payment Program

- Applicants must certify they have the capacity to carry out this activity
- Technical Assistance provided by OCRA or IHCD will be available to recipients
- Payments are limited to rent and utilities, and must go directly to the landlord or provider
- Recipients of a local subsidence program must:
 - Be a low- or moderate-income household
 - **51% threshold for LMI does not apply for this activity must be 100% LMI**
 - Document that non-payment of rent or utility was directly related to COVID-19; and
 - Verify need for assistance via a completed duplication of benefits form

Why? – Some communities are struggling with a high number of evictions, or utility shutoffs due to non-payment

Grant or Loans to Small Businesses

- Provide grants to businesses for use as working capital to retain jobs held by LMI persons and continue operations
- Provide loans to businesses as short-term working capital to retain jobs held by LMI persons and continue operations (Requires an existing Revolving Loan Fund or similar financial instrument)
 - Loans made from awards from this phase must meet the following terms:
 - Up to \$25,000 per business
 - Up to 2% interest
 - Up to 1% loan administration fee
 - 3-5-year term with monthly, quarterly, or annual payments
 - Payments can be deferred for the first six (6) months at 0% interest
 - Balance can be converted to a grant if the business retains the jobs for at least two (2) years
 - Annual reporting by the businesses is required for the life of the loan and by the community in perpetuity

Community Liaisons

Northwest

Gerry White

(317) 694-8372

West Central

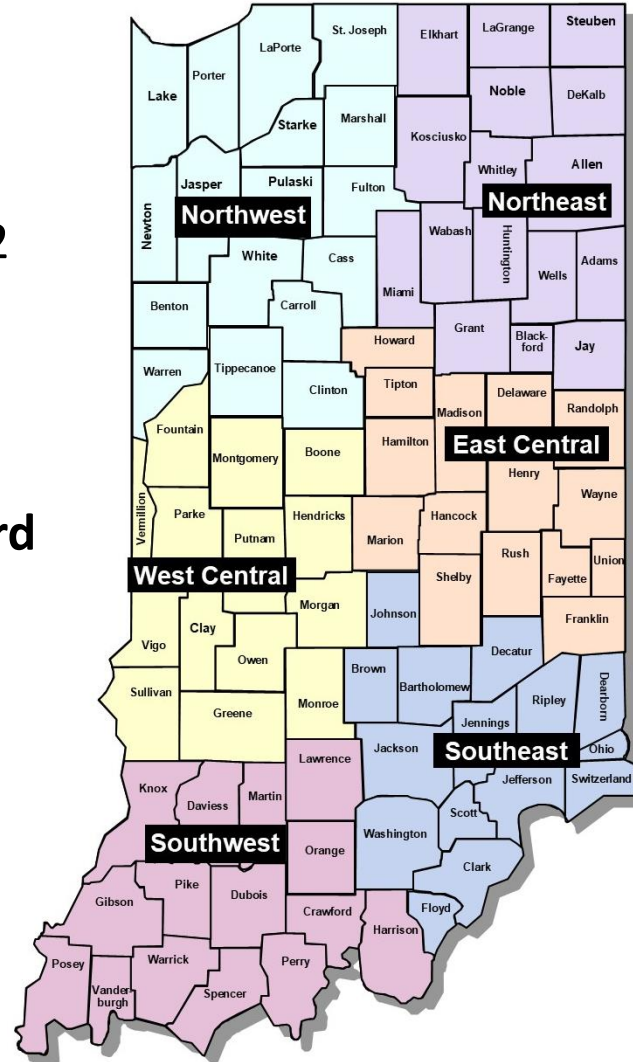
DeeDee Leonard

(317) 450-5078

Southwest

Lisa Muench

(317) 504-6965



Northeast

Andrea Kern

(317) 607-4821

East Central

Colette Childress

(317) 383-1112

Southeast

Jennifer Voris

(317) 690-9736

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OCRA CDBG Staff



Eric Ogle

General Questions
eogle1@ocra.in.gov

Abby Chapman

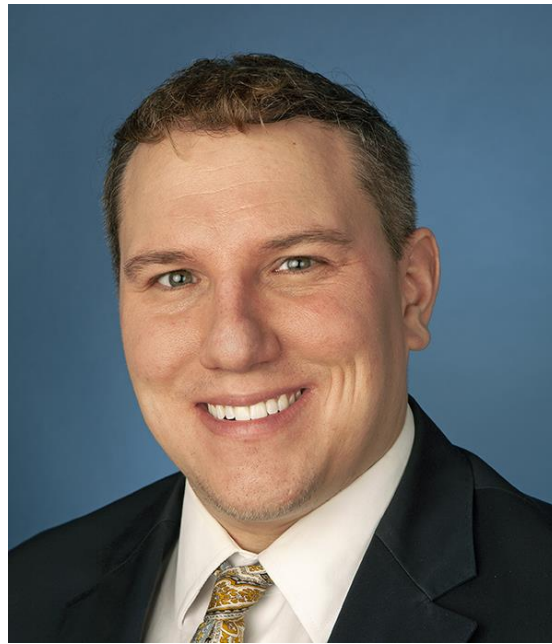
Economic Development Questions
abchapman@ocra.in.gov

Matt Wakefield

eGMS Questions
mwakefield@ocra.in.gov

Bolanle Oladokun

GA Certification Questions
booladokun@ocra.in.gov





Q &A

- Use the raise hand function so that we may call on you.
- Once called on we will unmute and take your questions.